



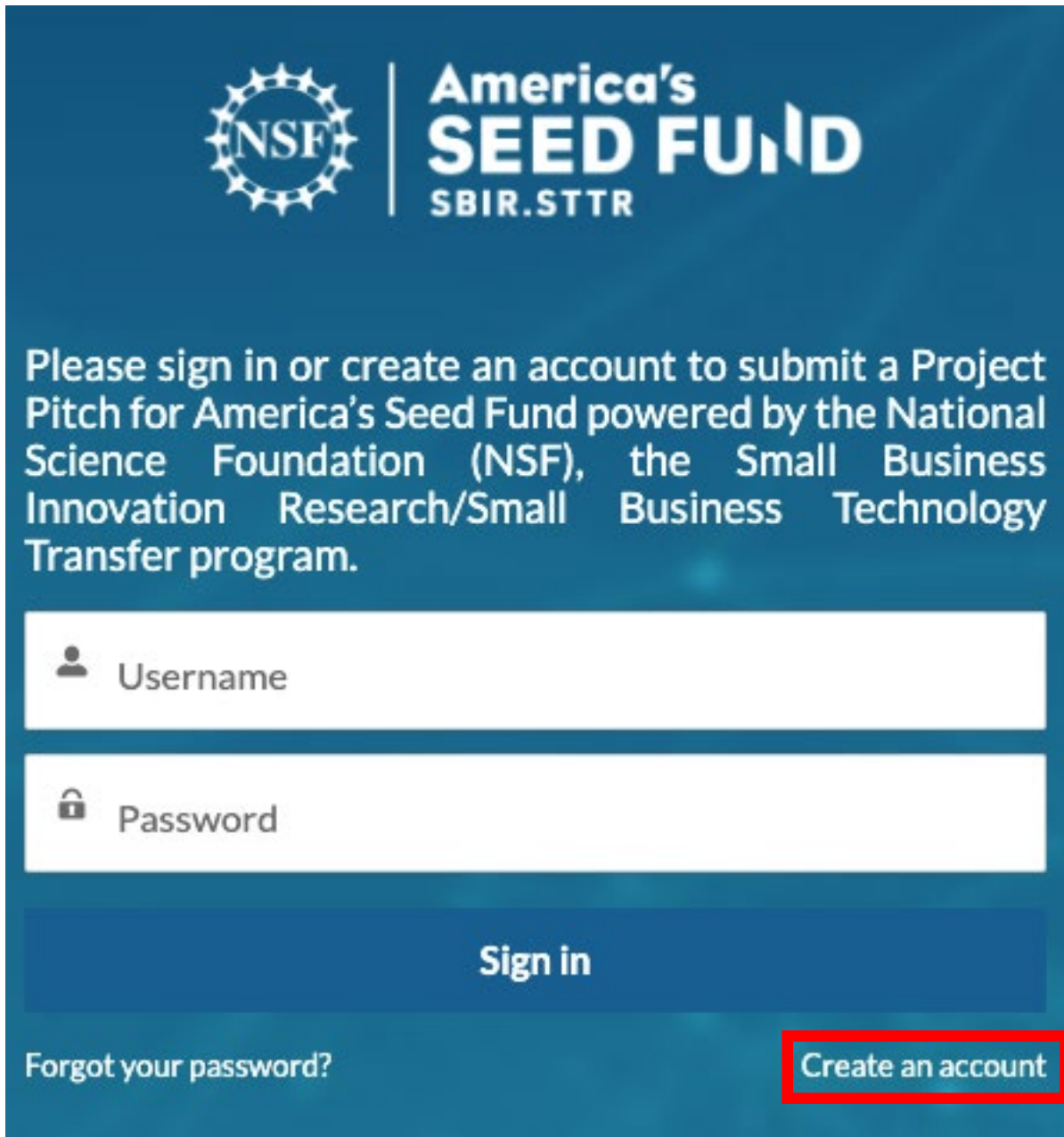
The National Science Foundation updated its Project Pitch submission portal to provide users with a more secure and private experience. Now, a user must create a user account to submit a Project Pitch. In addition, a user must use credentials to sign in to respond to any active Project Pitches and/or Program Director requests. This user guide is provided to assist new and existing users in creating and managing their accounts.


## 1 Account Creation

### 1.1 SBIR/STTR communities' sign in


#### 1.1.1 Sign in page


- Go to <https://nsfiip.force.com/sbir>
- Click on **"Create an account"**



 | **America's  
SEED FUND**  
SBIR.STTR

Please sign in or create an account to submit a Project Pitch for America's Seed Fund powered by the National Science Foundation (NSF), the Small Business Innovation Research/Small Business Technology Transfer program.

 Username

 Password

**Sign in**


[Forgot your password?](#) **Create an account**

Figure 1 User sign in page for SBIR/STTR


### 1.1.2 Create an account page


Fill in


- First Name
- Last Name
- A valid Email Address
- Alphanumeric Password (10 characters, 1 letter, 1 number, 1 special character)


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SBIR.STTR


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 First Name

 Last Name

 Email

 Create Password

 Confirm Password

**Sign Up**

Already have an account?

Figure 2 Creating a new account for SBIR/STTR communities

### 1.1.3 SBIR/STTR project pitch form

- Click on “**Sign Up**” to be routed to the Project Pitch form.
- Fill in the remaining fields.



[Sign Out](#)

#### Submit Your Project Pitch

Are you interested in applying for funding from the National Science Foundation? We recently changed our process to include a required first step - the Project Pitch. The goal of the Project Pitch is to get startups and small businesses (formed and unformed) quick feedback, and to save time and effort, when applying for Phase I funding from America's Seed Fund powered by NSF – the NSF's Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) Program.

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If your Project Pitch is a good fit for the program, you will receive an official invitation from NSF to submit a full proposal. If you're not invited to submit, you'll be told why your project is not appropriate for the program. We hope this new process provides you with timely, useful feedback and saves your small business time and effort.

More details about the NSF's new process and eligibility requirements can be found on our program [website](#). We encourage you to review this information before submitting your Project Pitch.

#### **Contact Information of submitting Company Officer and/or prospective project Technical Lead:**

**\*1. Email:**

**\*Please re-type email:**

**\*2. First Name:**

*Figure 3 SBIR/STTR project pitch form page 1 (prepopulated)*

**\*2. First Name:**

  
**\*3. Last Name:**  
**\*4. Phone Number (10 digits, no special characters):**  
**\*5. Company Name:**

*If you have not yet decided upon your company name or you have not formally incorporated your company, please enter your "FirstName" followed by your "LastName" in this field.*

**\*6. Company zip code:**

  
**\*7. Company State:**  
**8. Corporate website: (if applicable)**  
**\*9. Please pick the SBIR/STTR topic that best fits your project's technology area:**

Figure 4 SBIR/STTR project pitch form page 1 (prepopulated)

### 1.1.4 Complete the Project Pitch

- Fill in all the form details to submit a Project Pitch.



[Sign Out](#)

#### Submit Your Project Pitch

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More details about the NSF's new process and eligibility requirements can be found on our program [website](#). We encourage you to review this information before submitting your Project Pitch.

#### Contact Information of submitting Company Officer and/or prospective project Technical Lead:

**\*1. Email:**

sallyfuerte@mailinator.com

**\*Please re-type email:**

sallyfuerte@mailinator.com

**\*2. First Name:**

Sally

*Figure 5 SBIR/STTR project pitch form page 1 (filled)*

**\*2. First Name:**

  
**\*3. Last Name:**  
**\*4. Phone Number (10 digits, no special characters):**  
**\*5. Company Name:**

*If you have not yet decided upon your company name or you have not formally incorporated your company, please enter your "FirstName" followed by your "LastName" in this field.*

**\*6. Company zip code:**

  
**\*7. Company State:**  
**8. Corporate website: (if applicable)**  
**\*9. Please pick the SBIR/STTR topic that best fits your project's technology area:**

Figure 6 SBIR/STTR project pitch form page 1 (filled)

**\*6. Company zip code:**

32122

**\*7. Company State:**

AZ

**8. Corporate website: (if applicable)**

Hogwarts.com

**\*9. Please pick the SBIR/STTR topic that best fits your project's technology area:**

Biomedical Technologies (BM)

*This is a National Science Foundation (NSF) Federal Government computer system. Any system activity may be monitored and any information stored within the system may be retrieved and used by authorized personnel for law enforcement, management, routine system operations, or other purposes. By using this computer system, you are consenting to such monitoring and information retrieval and use. Unauthorized use of the system, including disclosure of information covered by the Privacy Act or other sensitive information, or attempts to defeat or circumvent security features, is prohibited and could result in disciplinary action, civil and/or criminal penalties. Users should be aware that they have no expectation of privacy when using the NSF-provided computer system (including any removable media used in conjunction with the system), accessing the Internet, or using electronic mail systems. All information maintained within or retrievable through the NSF computer system, including electronic mail files, may be reviewed and retrieved by the Department of Homeland Security; NSF officials who have a legitimate reason to do so when authorized by the Director or Deputy Director; or by the Inspector General.*

*An agency may not conduct or sponsor, and a person is not required to respond to, an information collection unless it displays a valid Office of Management and Budget (OMB) control number. The OMB control number for this collection is 3145-XXXX. Public reporting burden for this collection of information is estimated to average 2 hours (120 minutes) per response, including the time for reviewing instructions. Send comments regarding the burden estimate and any other aspect of this collection of information, including suggestions for reducing this burden, to: Suzanne H. Plimpton, Reports Clearance Officer Office of the General Counsel, National Science Foundation, Alexandria, VA 22314*

**Next**

Figure 7 SBIR/STTR project pitch form page 1 (filled)



Please provide the Award Number of the most recent NSF SBIR or STTR award (7 digits).

1324567

**\*12. Does your company currently have a full Phase I SBIR or STTR proposal under review at NSF?**

☒ Yes ☐ No

**Please Note: Any small business that has submitted a full proposal to the NSF SBIR/STTR Phase I Program must wait for a resolution of the full proposal before submitting a new (or revised) Project Pitch.**

**\*13. Briefly Describe the Technology Innovation?**

*Up to 500 words describing the technical innovation that would be the focus of a Phase I project, including a brief discussion of the origins of the innovation as well as an explanation as to why it meets the program's mandate to focus on supporting research and development (R&D) of unproven, high-impact innovations.*

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☰☰ ☰☷ ☰☷☷

Test

**\*14. Briefly Describe the Technical Objectives and Challenges?**

*Up to 500 words describing the R&D or technical work to be done in a Phase I project, including a discussion of how and why the proposed work will help prove that the product or service is technically feasible and/or significantly reduce technical risk. Discuss how, ultimately, this work could contribute to making the new product, service, or process commercially viable and impactful. This section should also convey that the proposed work meets definition of R&D, rather than straightforward engineering or incremental product development tasks.*

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Figure 8 SBIR/STTR project pitch form page 2 (filled)

**\*15. Briefly Describe the Market Opportunity?**

Up to 250 words describing the customer profile and pain point(s) that will be the near-term commercial focus related to this technical project.

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**B** *I* U ~~S~~

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**\*16. Briefly Describe the Company and Team?**

Up to 250 words describing the background and current status of the submitting small business, including team members related to the technical and/or commercial efforts discussed in this Project Pitch.

↩ →
**B** *I* U ~~S~~

Test

**\*17. How did you first hear about our program?**

Other

Please provide any Other Reason on how you have heard about the Program.

↩ →
**B** *I* U ~~S~~

Test


**NSF SBIR/STTR Phase I Eligibility Information:**


In addition to receiving an invitation to submit a full proposal from the NSF SBIR/STTR Phase I Program based upon the review of their submitted Project Pitch, potential proposers to the program must also qualify as a small business concern to participate in the program (see SBIR/STTR [Eligibility Guide](#) for more information). The firm must be in compliance with the SBIR/STTR Policy Directive(s) and the Code of Federal Regulations (13 CFR 121).

Figure 9 SBIR/STTR project pitch form page 2 (filled)

### 1.1.5 Form submission

- **Write down the Project Pitch case number. (Don't forget!)**
- Sign out once you have submitted the Project Pitch.

 An official website of the United States government.

 **America's  
SEED FUND**  
SBIR, STTR

[Sign Out](#)

**Thank you for submitting your company's Program Pitch to America's Seed Fund powered by the National Science Foundation - the NSF's Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) Program. One of our program directors will review your submission and send you feedback via email within three weeks.**

For your reference, your Project Pitch submission number is **00027526** and was submitted to the **Biomedical Technologies (BM)** SBIR/STTR topic area. Please be aware that your Project Pitch may be re-assigned and reviewed under a different topic area if determined to be better aligned with that topic.

Please make sure to check your inbox and spam folder frequently. You may also view and revise your submitted Project Pitch at: <https://community-nsfiip.cs32.force.com/sbir/SBIRExecutiveSummary?esid=ZGJkY2RhYjVhOWQ1MjQ2OTJlNW11NzRkYWYzNmM0MWQ=> . Please note that this link will only be available until your Project Pitch enters the review process.

Please visit our [program web page](#) for more information about the Project Pitch process, review criteria, current SBIR/STTR Phase I solicitations, and upcoming informational webinars.

**Please also note:**

- If the proposed project is determined to be a good fit for the program's objectives of supporting innovative technologies that show promise of commercial and/or societal impact and involve a level of technical risk, the small business representative who submitted the Project Pitch will receive an invitation via email from the cognizant NSF SBIR/STTR Program Director to submit a full proposal.
- If the proposed project is determined to be not responsive to the SBIR/STTR Phase I Program solicitation (please refer to the "Objectives Not Responsive to the Solicitation" section of the SBIR/STTR Phase I solicitation document), the potential proposer will receive a notice stating that the small business is not invited to submit a proposal.
- Project Pitches that are not invited for a full proposal may be resubmitted (with revisions to address any deficiencies) in the next submission window.
- A given small business is permitted to submit up to two unique Project Pitches per solicitation window (please refer to submission window dates listed at the beginning of this solicitation document). However, a second Project Pitch can be submitted in a given window only if the first did not lead to a full proposal invite. Additional Project Pitch documents submitted during the same solicitation window will not be reviewed.
- Any small business with a pending Project Pitch must wait for a response before submitting another Project Pitch.

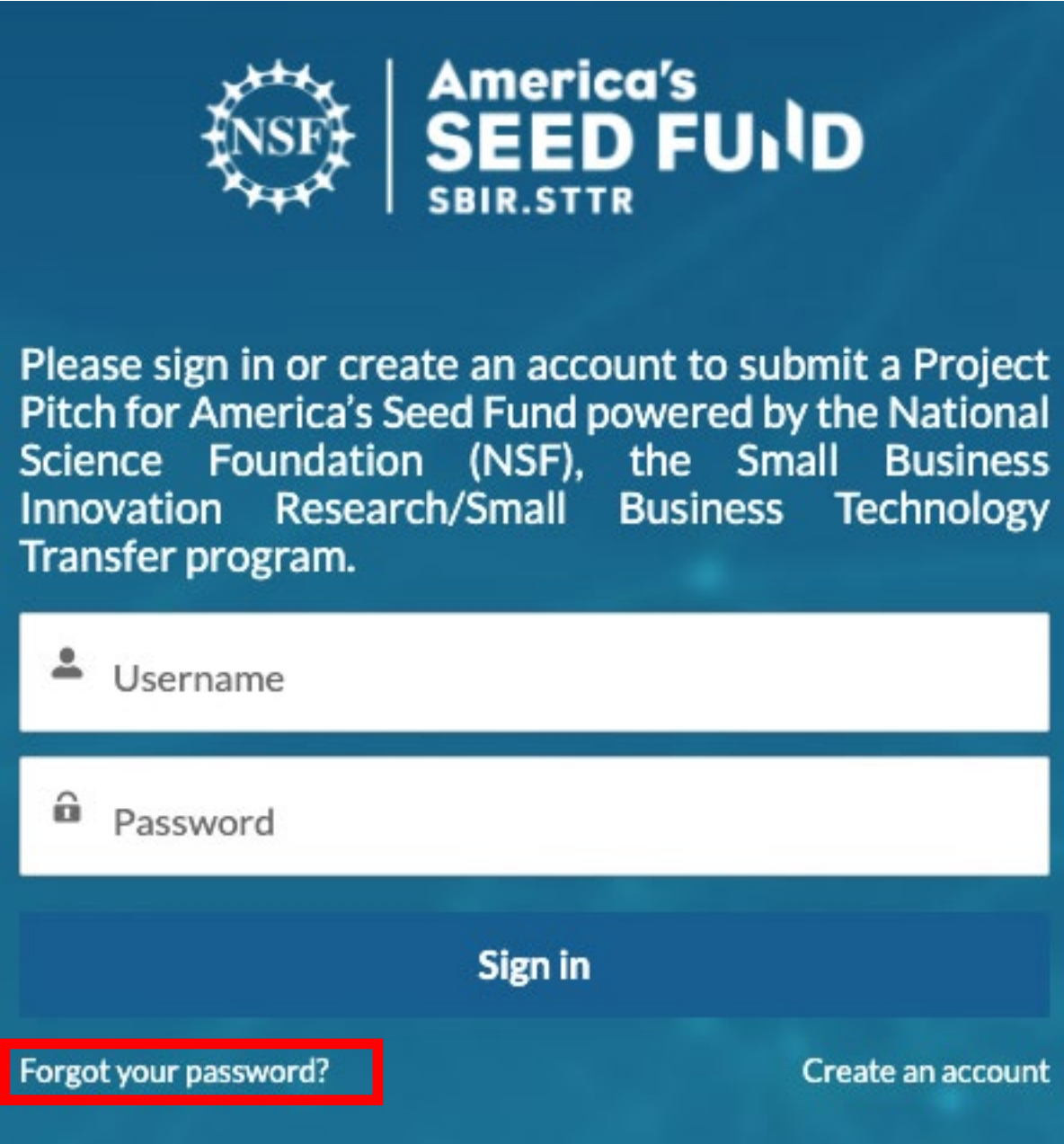
Figure 10 Project pitch submission page


## Account/Password Recovery

### 1.2 SBIR/STTR account recovery


#### 1.2.1 Sign in page


- Go to: <https://www.nsf.gov/seedfund/sbir>
- Click on **“Forgot your password?”**
- For users who have forgotten their usernames or email address, email your first and last name to [iip-tech-support@nsf.gov](mailto:iip-tech-support@nsf.gov).



 | **America's  
SEED FUND**  
SBIR.STTR

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 Username

 Password

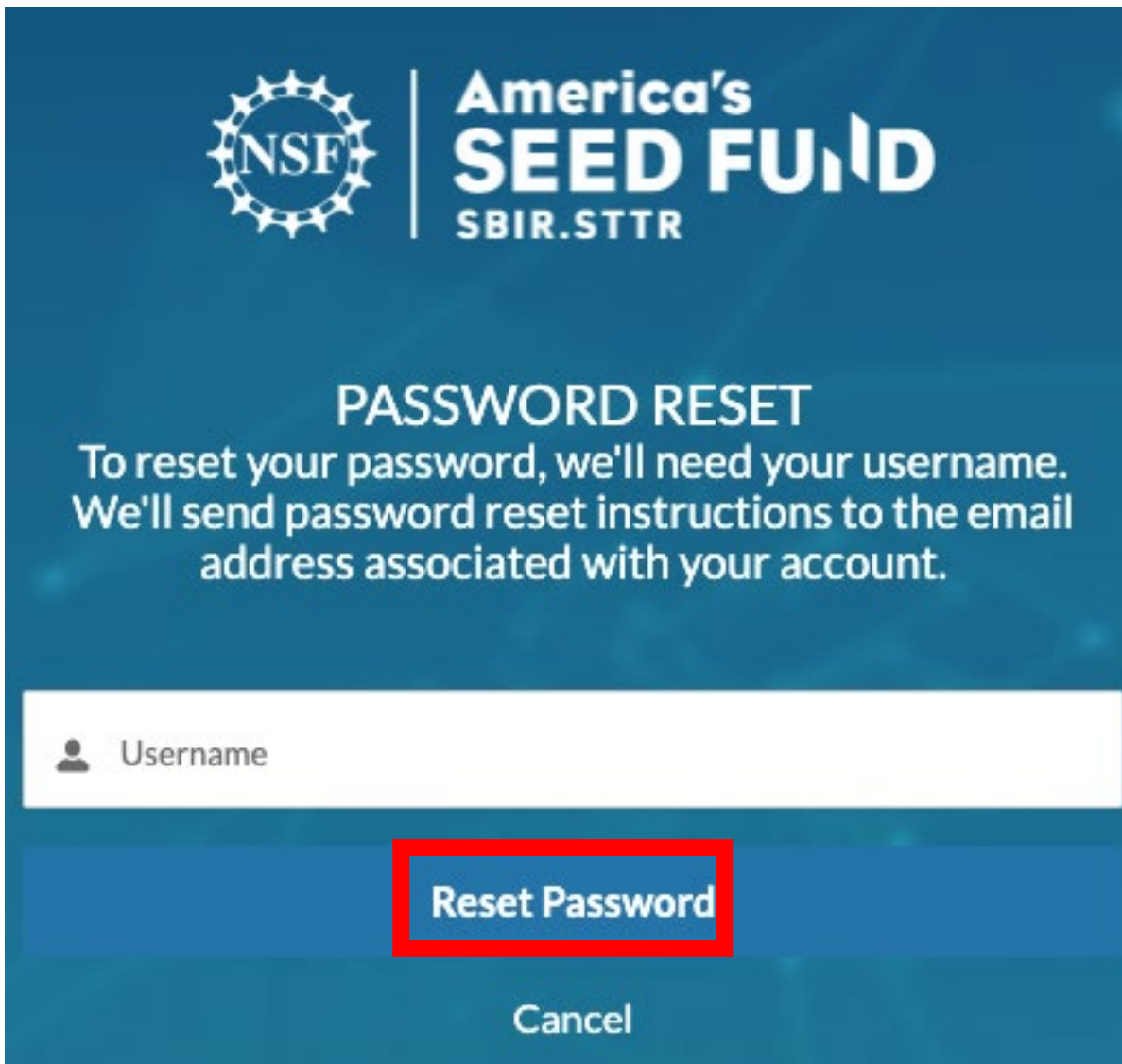
**Sign in**

**Forgot your password?** [Create an account](#)

Figure 11 NSF sign in page

### 1.2.2 Password reset page

- Enter the email address for which you want to recover the password and click on **“Reset Password”**.

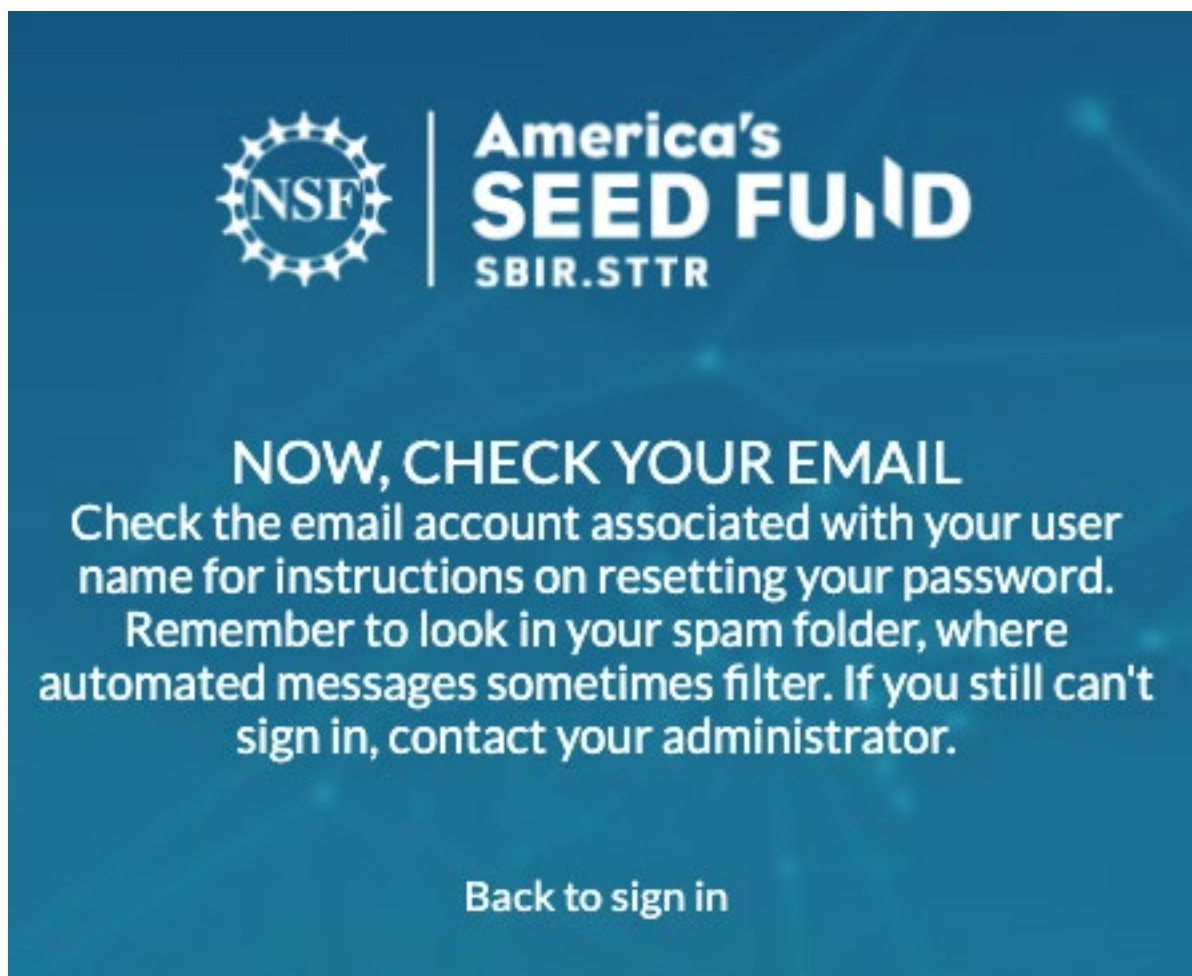


The screenshot shows the password reset interface for America's SEED FUND. At the top left is the NSF logo, a gear-like circle with 'NSF' inside. To its right is the text 'America's SEED FUND' in a large, bold, sans-serif font, with 'SBIR.STTR' in a smaller font below it. The main heading 'PASSWORD RESET' is centered in a large, bold, white font. Below it, a message in white text reads: 'To reset your password, we'll need your username. We'll send password reset instructions to the email address associated with your account.' A white input field with a user icon and the placeholder text 'Username' is positioned below the message. At the bottom, there are two buttons: a blue 'Reset Password' button and a white 'Cancel' button. The 'Reset Password' button is highlighted with a red rectangular border.

*Figure 112 Reset password page*

### 1.2.3 Password reset confirmation page

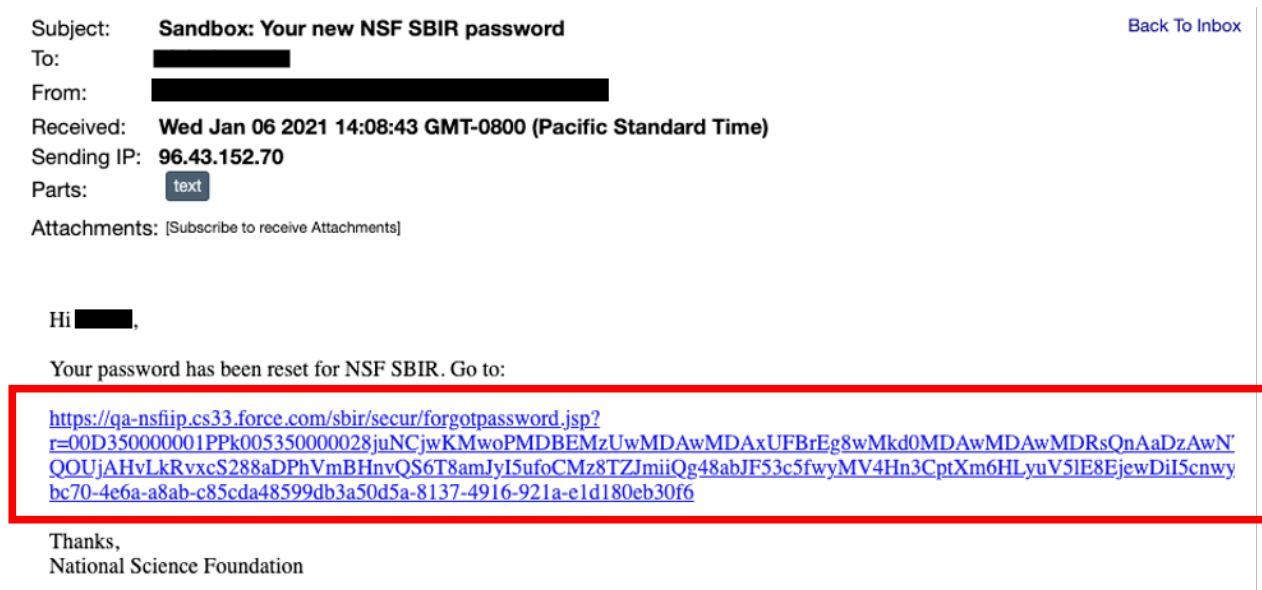
- An email has been sent to reset the password for SBIR/STTR communities.



*Figure 12 Password reset email confirmation page*

### 1.2.4 Password reset link in the email alert

- Use the password reset link in the inbox to reset the password.

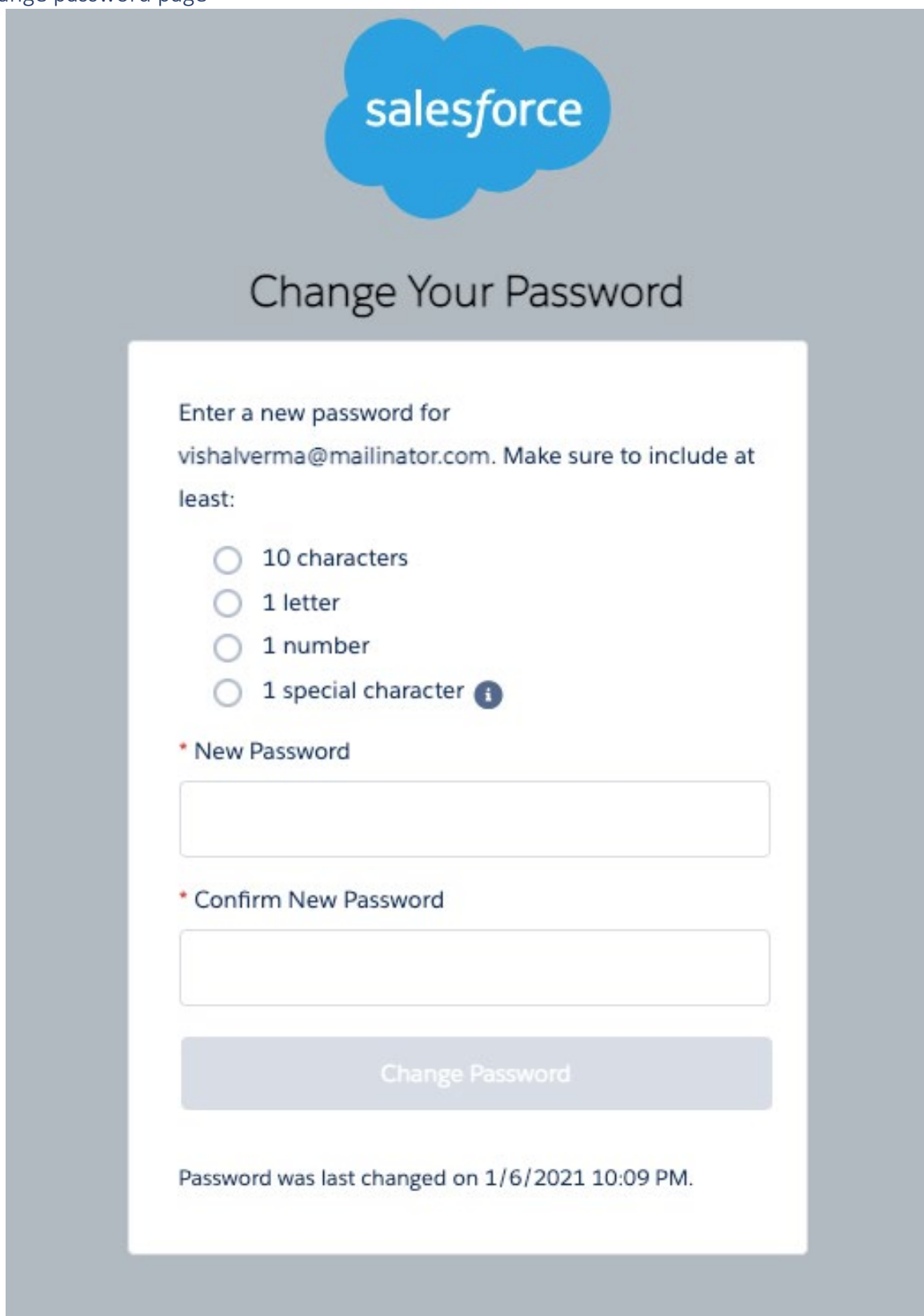


*Figure 13 Email for password reset*

- The new password should contain:
  - 10 characters
  - 1 letter
  - 1 number
  - 1 special character



## 1.2.5 Change password page



The image shows the Salesforce 'Change Your Password' page. At the top is the Salesforce logo, a blue cloud with the word 'salesforce' in white. Below the logo is the title 'Change Your Password' in a large, dark font. The main content area is a white box with a light gray border. Inside this box, the text 'Enter a new password for vishalverma@mailinator.com. Make sure to include at least:' is displayed. Below this text are four radio button options: '10 characters', '1 letter', '1 number', and '1 special character'. The '1 special character' option is selected, and there is a small information icon (an 'i' in a circle) next to it. Below the radio buttons are two text input fields. The first field is labeled '\* New Password' and the second field is labeled '\* Confirm New Password'. Below these fields is a large, light gray button with the text 'Change Password'. At the bottom of the white box, there is a line of text: 'Password was last changed on 1/6/2021 10:09 PM.'

salesforce

## Change Your Password

Enter a new password for vishalverma@mailinator.com. Make sure to include at least:

- ☐ 10 characters
- ☐ 1 letter
- ☐ 1 number
- ☒ 1 special character ⓘ

\* New Password

\* Confirm New Password

Change Password

Password was last changed on 1/6/2021 10:09 PM.

Figure 145 Password reset page



### 1.2.6 SBIR/STTR Project Pitch page

- Resetting the password takes users back to the Project Pitch form.



[Sign Out](#)

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**\*1. Email:**

sallyfuerte@mailinator.com

**\*Please re-type email:**

**\*2. First Name:**

Sally

*Figure 15 Project Pitch form for SBIR/STTR*